

# FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

PROCUREMENT DIVISION

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February 13, 2018

ADDENDUM NO. 1 TO ALL OFFERORS:

2 pages, total

Reference – Request For Proposals: RFP: 53-18am  
Title: Regional Food Port Feasibility Study  
Dated: January 30, 2018  
Sealed Proposals Due: 2:30 p.m., February 28, 2018

The following clarifications are made to the original Request For Proposals noted, based on Offeror questions received as of this date:

Q: Pg. 4, paragraph starting with “Food hubs...” references “Initial research conducted by Johns Hopkins, Arabella Advisors...” *Do you have the results of that research or, can you provide a link to where the results can be found?*

A: *We have been unable to locate those research results; Offerors can disregard that sentence.*

Q: Section 3.1.1.3: *Is the Consultant expected to call – or visit – or just review and perhaps call – these three states in that effort? The answer can greatly affect the cost of this proposal if, for example, the Consultant is expected to GO to WI, NY and OR. Please clarify the expectation relative to these three projects/references.*

A: *Visits to these states are not required, however it would be useful for the Offeror to anticipate making contact with each state noted and review their activities as part of the Case Study requirement in the RFP.*

Q: Section 3.2.2, c and d on page 8: *Is the Consultant expected to hold these 90 minute meetings with each of the over 20 counties noted on Attachment A? Will FC/LC be providing the site for those meetings or is the Consultant expected to do all scheduling and traveling? For example, could FC/LC select one jurisdiction as the “home base” for perhaps up to 5 county meetings with the Consultant, in an effort to maximize time and minimize travel? Same question for d, interview up to 55 stakeholders: where? Is FC/LC assisting in this effort by coordinating the scheduling, or is this totally the responsibility of the awarded Consultant? Is it mandatory that all vendors noted on Attachment B, be interviewed? Please clarify as this requirement will affect not only the cost but also the time needed to complete the tasks.*

A: *The Consultant will be required to schedule and contact the counties noted in Attachment A; FC/LC will make an effort to provide contacts such as Ag Extension and VADO. Meetings could be multi-county and, if logical, vendor meetings from the Attachment B list could be*

*coordinated to occur close to the meetings with the counties, as a more “regional” approach. FC/LC expect the awarded Consultant to make an effort to contact all of the listed vendors on Attachment B.*

Q: (Similar to previous question) *Question regarding the interviews portion of the project task, 3.2.2; is this task stating that the Consultant will need to conduct five meetings within each of the counties listed in Attachment A in addition to the 55 stakeholder interviews?*

A: *The interviewing of the 55 stakeholders could certainly be considered part of the five meetings in each county or, as noted above, a regional meeting could be scheduled to include more than one county.*

*Offerors are advised to consider these requirements as they develop their Cost Proposal, and to include any related travel expense estimates, in that Cost Proposal for FC/LC review. While FC/LC can provide some input into contacts for potential locations, they consider the majority of this effort to be the responsibility of the Consultant.*

Correction, page 9, Section 3.4, Offeror Qualifications, 3.4.1, third sentence:

*Please replace “familiarity with the equine industry...” with “familiarity with the agricultural/food industry...”*

All other specifications, terms and conditions remain unchanged.

Note: A signed acknowledgement of this addendum must be received by this office either prior to the proposal due date and hour or attached to your proposal. Signature on this addendum does not substitute for your signature on the original RFP document. The original RFP document must be signed.

**Susan R. Monaco**

Susan Monaco, CPPO, CPPB  
Procurement Manager

**ACKNOWLEDGEMENT:**

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Name of Offeror